

Town of Weare

P.O. BOX 190 Weare, NH 03281

Telephone (603) 529-7586

Facsimile (603) 529-4554

BUILDING DEPARTMENT

Building Permit Application Checklist

A. All Building Permit Applications shall be Filled out, entirely and completely, when submitted for review.

B. All Building Permit Applications shall be accompanied by the following items:

1. *Two complete sets of building plans to scale and with enough clarity and detail to determine compliance with applicable codes.
2. Site Plan drawn to scale showing all pertinent information per code.
3. State Septic Approval for Construction with plans.
4. Certificate of Compliance- New Hampshire Energy Code.
5. Driveway Permit Application -
Town permit - pick up at, Building Dept.
State Permits - call 485-9526
6. Permission slip if not owner.
7. Water protection form / Non- Occupancy form.

Failure to fulfill the above requirements will cause delay in processing the applications. It is imperative that all applications be complete and concise.

Per Order Of:

Code Enforcement Officer

***TWO COMPLETE SET OF PLANS SEE PLAN REQUIREMENTS IN PACKAGE.**

APPLICATION FOR PLAN EXAMINATION AND BUILDING PERMIT

Appl. Date	Type Permit <input type="checkbox"/> Building	Is Owner Applicant Y/N
------------	---	------------------------

1. Property Information

Street Address	Apt.	Zip	Parcel #	Zoning
Subdivision	Lot #	Parcel Type: <input type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Other		

2. Owner Information

First Name	Last Name or Business	Phone
Street Address		State/Zip

3. Contractors Information

	Name of Contractor	Address	License #
Applicant			
Engineer			
Gen'l Contractor			
Excavation			
Concrete			
Carpentry			
Electrical			
Plumbing			
Sewer			
Mechanical			
Roofing			
Masonry			
Drywall or Lathing			
Sprinkler			
Paving			
Fire Alarm			

4. Certification

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction.

In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Applicant	Address	Phone
------------------------	---------	-------

Responsible Person in Charge of Work, Title	Phone
---	-------

For Dept. Use Only	Request Plan No. Assignment (Y/N)
Plan Number	

Improvement Type: <input type="checkbox"/> New Construction <input type="checkbox"/> Addition (2) <input type="checkbox"/> Alteration (3) <input type="checkbox"/> Repair/Replacement (4) <input type="checkbox"/> Demolition (5) <input type="checkbox"/> Relocation (6) <input type="checkbox"/> Foundation Only (7) <input type="checkbox"/> Change of Use Only (8)

Proposed Use: Assembly <input type="checkbox"/> Theatre (1) <input type="checkbox"/> Night club (2) <input type="checkbox"/> Restaurant (3) <input type="checkbox"/> Church (4) <input type="checkbox"/> Other Assembly (5) <input type="checkbox"/> Business (6) <input type="checkbox"/> Hotel, Motel (16) <input type="checkbox"/> Multi-Family (17) Educational <input type="checkbox"/> Grades 1-12 (7) <input type="checkbox"/> Day Care Facility (8) Factory <input type="checkbox"/> Moderate Hazard (9) <input type="checkbox"/> Low Hazard (10) <input type="checkbox"/> High Hazard (11)			Institutional <input type="checkbox"/> Group Home (12) <input type="checkbox"/> Hospital (13) <input type="checkbox"/> Jail (14) <input type="checkbox"/> Mercantile (15) Residential <input type="checkbox"/> IRC Two Family (18) <input type="checkbox"/> IRC Single Family (20)			<input type="checkbox"/> Other Parking Garage Carport Motor Fuel Serv. Repair Garage Public Utility HPM		
---	--	--	---	--	--	--	--	--

Structural Frame (check those applicable) <input type="checkbox"/> Steel (1) <input type="checkbox"/> Concrete (3) <input type="checkbox"/> Other (5) <input type="checkbox"/> Masonry <input type="checkbox"/> Wood (4) _____			Exterior Walls (check those applicable) <input type="checkbox"/> Steel (1) <input type="checkbox"/> Concrete (3) <input type="checkbox"/> Other (5) <input type="checkbox"/> Masonry (2) <input type="checkbox"/> Wood (4) _____		
---	--	--	---	--	--

Are any structural assemblies fabricated off-site? ☐ Yes ☐ No

Street Frontage (feet)	Stories (#)	Lot Area (sq.ft)
Front Setback (feet)	Bedrooms (#)	Building Area (sq.ft)
Rear Setback (feet)	Full Baths (#)	Parking Area (sq.ft)
Left Setback (feet)	Partial Baths (#)	Living Area (sq.ft)
Right Setback (feet)	Garages (#)	Basement Area (sq.ft)
Height Above Grade (feet)	Windows (#)	Garage Area (sq.ft)
New Residential Units (#)	Fireplaces (#)	Office/Sales (sq.ft)
Existing Residential Units (#)	Enclosed Parking (#)	Service (sq.ft)
Elevators/Escalator (#)	Outside Parking (#)	Manufacturing (sq.ft)
Est. Start __/__/__	Est. Finish __/__/__	Building Est. Value \$

INSPECTION POINTS

Please call 603-529-7586 for inspections

1. FOOTINGS - Prior to placement of concrete for verification of depth - Certified plot plan** needed
2. FOUNDATION - ready to backfill, water proofed, foundation drains installed.
3. SEPTIC - rough Excavation before fill/bedbottom
4. SEPTIC - installed before backfill
5. BUILDING - framed and rough electrical, plumbing (to be concealed fire stops). All permits must be in place (electrical, plumbing)
6. INSULATION
7. ELECTRIC METERS before PSNH will install. (JOB # needed to install)
8. CHIMNEY - fireplace throat will be done by the fire department
9. DRIVEWAY - must have final inspection by Highway Dept. before CO will be issued. Call 529-2469 with driveway permit #.
10. Oil and Gas inspections will be done by the Fire Department
11. FINAL - ready for Certificate of Occupancy
12. STREET NUMBERS must be installed in a permanent location visible from street: the minimum size of the numbers should be 3" high x 2" wide (1 1/2" x 1" for cluster-mailboxes) and the colors should be contrasting

Building Ordinance 5.6.6 UNAUTHORIZED BUILDING NUMBERS PROHIBITED: No person shall affix or allow to remain upon any building in the Town of Weare, New Hampshire, any different number from the one designated by this Ordinance, with the exception of dates affixed for historical purposes.

Building Ordinance 5.6.7 PENALTY: The owner of any structure existing as of the date of this Ordinance who shall fail to procure and affix street numbers as assigned by the Board within ninety (90) days from the date of Effective Date: March 12, 1996, of this Ordinance, or who shall display an unauthorized number after ninety (90) days from the Effective Date shall be subject to a fine of not more than Two Hundred and Seventy Five dollars (\$275.00) per RSA 676:17, for each day of non-compliance. Fines shall begin to accrue upon the issuance of a written Notice of Violation to the owner, and end at such time as the violation ceases.

All inspections must be completed within seventy-two (72) hours AFTER Building Inspector/Code Enforcement Officer is notified of the need of an inspection of work completed, except appointments for certificates of occupancy, 4-day notice. Saturdays, Sundays and Holidays excluded

** A Certified (by a N.H.R.L.S.) Plot Plan shall be required for all structures within 75' of any property line. This is to be done at the point of footing. No construction will be allowed after the footings are poured until a PLOT PLAN is submitted to the Building Department.

Place in a Conspicuous Location